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EDUCATIONAL POLICIES COMMITTEE MINUTES

6 April 2006

A meeting of the Educational Policies Committee was held on 6 April 2006 at 3 p.m. in Old Main 136 (Champ Hall Conference Room).

Present: Joyce Kinkead, Chair
Todd Crowl, Chair Curriculum Subcommittee and
Natural Resources
Jeff Walters, Academic Standards Subcommittee Chair
David Luthy, Distance Education and Electronic Delivery
Subcommittee Chair
Norm Jones, General Education Subcommittee Chair
Stan Allen, Agriculture
Scot Allgood, Education and Human Services
Ed Reeve, Engineering
Felix Tweraser, HASS
Richard Cutler, Science
Steven Harris, Libraries
Vince Lafferty, Continuing Education
Spencer Watts, ASUSU Academic Vice President
Maure Smith, Acting Graduate Studies VP
Cathy Gerber, Registrar's Office
Becky Broadbent, University Advising and Transfer Services
Roland Squire, Registrar's Office

Absent: David Olsen, Business
Quinn Millet, ASUSU President

Visitor: Heidi Beck, Registrar's Office

I. Minutes of the 2 March 2006 meeting

Stan Allen moved to approve the minutes of the 2 March 2006 meeting. Scot Allgood seconded; motion carried.

II. Subcommittee Reports

A. Curriculum Subcommittee

Todd Crowl reviewed the Curriculum Subcommittee business. All course changes were approved. Motion was carried with the following changes: title changes for PE 1514-Fly Rod Building; PE 1702-Modern Dance Intermediate; PE 1765-Hip Hop Beginning/Intermediate; and the addition of DHA to HIST 4821 and 4890.

The request by the Department of Electrical and Computer Engineering to offer a Master of Science in Computer Engineering and a Master of Engineering in Computer Engineering has been approved by the Budget and Faculty Welfare committee and the Graduate Council.

For HASS 4910, Study Abroad, the assigned grade will be SP (satisfactory progress).

The College of Natural Resources request to change the prefix for courses in the new Department of Watershed Sciences (formerly AWER) to WATS and the prefix for courses in the new Department of Wildland Resources (formerly FRWS) to WILD, effective Spring 2007 was approved.

Deadlines for curriculum changes were approved.

The Master of Social Work Program within the College of Humanities, Arts, and Social Sciences and Continuing Education, was approved.

Richard Mueller was appointed as the chair for the Curriculum Subcommittee for the year 2006-2007.

Norm Jones moved to approve the business of the Curriculum Subcommittee. Richard Cutler seconded; motion carried.

III. Academic Standards Subcommittee

The Academic Standards Subcommittee (ASC) met on March 7, 2006. The following items were discussed at this meeting, and will receive further consideration at the ASC's next meeting on April 11, 2006:

- 1. Uniform policy for appealing grades;**
- 2. Policy on complete withdrawal after completion of 75% of term;**
- 3. Retroactive adjustment of academic standing in Banner.**

Also at the March meeting, the ASC elected Scot Allgood to serve a chair of the Subcommittee for the 2006-2007 academic year.

Report submitted by:

Jeffrey L. Walters
Chair, Academic Standards Subcommittee

Richard Cutler moved to approve the business of the Academic Standards Subcommittee. Stan Allen seconded; motion carried.

IV. General Education Subcommittee

The requirements, goals and objectives required for a syllabus will be discussed in the September 7, 2006 EPC meeting.

(see attachment 1) (see attachment 2)

V. Distance Education and Electronic Delivery Subcommittee

Minutes – March 30, 2006

A meeting of the Distance Education and Electronic Delivery Subcommittee of the Education Policy Committee was held on March 30, 2006 at 3:30 p.m. in the Business Tanner Room (9th Floor).

Present: David Luthy, Chair (Business)
Byron Burnham (Education)
Bob Heal (Science)
Ronda Menlove (Continuing Education)
Andy Shinkle (Continuing Education)
Weldon Sleight (Continuing Education)
Kevin Reeve (Instructional Support)
Eddie Loo (Information Technology)

Absent/Excused: Lyle McNeal (Agriculture)
Winn Walker (Engineering)
Spencer Watts (ASUSU)
David Lancy (Humanities)

Visitors: None

- I. Ronda Menlove presented the Fall 2006 Interactive Broadcast Schedule (August 28 – December 15). In connection with this presentation it was noted that people in southeast Idaho have petitioned their Board of Education to have Utah State University provide satellite classes in their area. Their Board has been friendly to this request. As a result, Andy Shinkle moved that interactive broadcast classes be approved for delivery at the Malad High School in Idaho. The motion was seconded and carried unanimously. It was noted during the discussion that there is an expectation that degree programs will be offered at this site in the future. If so, approval by the Northwest Commission on Colleges and Universities is required. (see attachment)
- II. Ronda Menlove presented a five-year enrollment report for Interactive Broadcast, Online, and Independent Study classes. It was noted that it would be helpful for future reports to include enrollment in face-to-face classes at Centers. (see attachment)

- III. Ronda Menlove presented for information the Independent & Distance Education Course Evaluation Process and Timeline as an information item. Every class is evaluated at Centers. (see attachment)
- IV. There was discussion on various issues including:
 - A. The decision to move away from satellite delivery of classes to delivery using IP Video. The transition will happen over the next few years.
 - B. The decision that WebCT will be replaced with Vista between now and December 2007. A “Development Environment” will begin June 2006. A “Production Environment” will begin December 2006. Spring Semester 2007 will be the first semester when classes will be available with Vista. By December 2007 WebCT will be available for archive purposes only.
 - C. The Blue Ribbon Committee Report (March 25, 2006) is available. It was noted that the DEED Committee may be appropriately involved in the future with issues such as those related to the FACT Center. The DEED Committee will wait for further guidance.
- V. Next meeting: Fall Semester 2006.
- IV. Adjournment: 4:30 p.m.

Excerpt from the DEED Committee Minutes of March 30, 2006

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Richard Cutler moved to approve the business of the Distance Education and Electronic Delivery Subcommittee. Scot Allgood seconded; motion carried.

V. Other Items of Business

Meeting adjourned at 3:30 p.m.
Joyce Kinhead conducted the meeting.
Cathy Gerber recorded the minutes.